

The City of Hilshire Village

TUESDAY, January 21, 2014

REGULAR COUNCIL MEETING

6:30 P.M.

1. CALL TO ORDER: Mayor Whiting called the City of Hilshire Village Council Meeting to order at 6:30 P.M. at 8301 Westview, Houston, Texas 77055.

1.1 Invocation: was given by Council Member Castro.

1.2 Pledge of Allegiance:

1.3 Present: were Mayor Shannon Whiting, Mayor Pro Tem Stephanie Post and Council Members Connie Castro, Edward Davis and David Gunn. Also present were City Secretary Susan Blevins; Chief Gary Finkelman, Spring Valley Police Department; Chief David Foster, Village Fire Department; City Engineer Efrain Him, P.E., HDR/Claunch & Miller, Inc.; City Attorney David Olson, Olson & Olson and City Auditors Lauren Doughty and Josh Harris, Belt Harris Pechacek, LLLP. Council Member Maddock was absent.

2. CITIZENS COMMENTS: **Alan Wolfe, 1314 Pine Chase Drive** – stated he was wondering if the cracks on the driveways on Glourie were going to be repaired. Mayor Whiting said that they were addressed in the walk-through inspection today.

Bill Bristow – 1233 Pine Chase – stated that for the record there were six (6) citizens in attendance. He also stated the audience was still having problems hearing. Mr. Bristow wanted to know the plans and specifications on item 7.4.

3. COUNCIL COMMENTS: None

4. REPORTS TO COUNCIL:

4.1 Police Report: Chief Finkelman stated that he had reported in December where an elderly citizen was targeted by a scam where senior citizens are called by a “relative” and asked to help them get out of trouble (jail). In January a resident in Hickory Shadows was followed home and robbed at gun point in the driveway. The case is an active investigation. Also, Triple B had a water meter stolen from one of

their unlocked vehicles. Chief Finkelman said that he had a radar speed sign set up at Ridgeley and Bromley. The findings of this tool were that the average speed for the 23 days was 14.48 mph. Also, an average of 344 cars went north bound daily. Mayor Whiting said that she was setting a meeting with the Chief and the President of the Home Owner Association of Hickory Shadows to discuss security. She would like to have a forum for those residents and other residents to discuss security.

5. DISCUSSION: Term Sheet for the City's Combination Tax and Revenue Certificates of Obligation, Series 2014 and all preliminary matters related to the anticipated sale on February 18, 2014. – Mayor Whiting stated that Christine Crotwell from First Southwest was here to answer any questions Council may have. She said the paperwork presented to Council shows the City pursuing \$1,300,000.00 or an amount not to exceed the current tax rate of \$0.11/\$100. Mayor Whiting said the conservative cost estimate for issuance was \$40,000.00 which included the Financial Advisor, Bond Counsel, Attorney General, Placement Agent, MAC Fee, Bank Counsel and any miscellaneous charges.

Mayor Pro Tem Post wanted to make sure that Council knew all of the fees will come out of the money borrowed. Mayor Whiting said the bids should be submitted to the City by noon on February 18, 2014. Delivery is anticipated for March 18, 2014. Mayor Whiting said that a call option of eight (8) years was put in the package in case the City wanted to redeem the certificates early.

6. Engineers Report: Efrain reported, in regard to the Texas Department of Public Safety/Governor's Division of Emergency Management (DEM), Hurricane Ike **Hazard Mitigation Grant Program (HMGP)**, that the contractor had substantially completed the job and that a walk through was done that morning. He said that there was still water standing in some of the ditches and that will be checked out. Efrain stated that HDR recommends payment of Pay Application Number 18.

Glourie Drive Extension – Efrain stated the Contractor had completed the re-grading and re-sodding of the ditches in the area and the final asphalt surface course. He stated he was reviewing the areas of concern regarding the drop-off and lack of shoulders for parking.

Efrain reported he will meet with a state representative next week for the close-out site inspection.

Street Signs Replacement Project – Efrain stated HDR is currently coordinating with several manufacturers and requesting quotes to purchase the street sign materials directly from them. He is also confirming the metal being used for the frames to make sure they are rated correctly. Mayor said that the City could entertain changing the logo on the signs since there was time.

Ravine Cleaning of Channel East of Ridgeley – Efrain stated he had met with Champions Hydro-Lawn to provide guidance to the Contractor on what trees to remove and or leave and to define the limits of clearing and grubbing. After the job was 100% completed he inspected. Efrain stated the Contractor did an excellent job and recommended the City use them for future jobs.

7. ACTION ITEMS:

7.1 Council Member Davis made a motion to authorize payment of Triple B Services, L.L.P., Pay Application No. 18 for work related to the Pine Chase & Glourie Paving, Drainage & Utilities Improvements Project in the amount of \$7,805.50 to be paid by the City of Hilshire Village, seconded by Council Member Castro. **A vote was taken to approve the motion authorizing payment of Triple B Services, L.L.P., Pay Application No. 18 for work related to the Pine Chase & Glourie Paving, Drainage & Utilities Improvements Project in the amount of \$7,805.50 to be paid by the City of Hilshire Village. The vote passed unanimously.**

7.2 Council Member Davis made a motion to authorize payment of Triple B Services, L.L.P., Pay Application No. 18 for work related to the Pine Chase & Glourie Paving, Drainage & Utilities Improvements Project in the amount of \$23,416.49 to be paid by the City of Hilshire Village and then reimbursed by the Texas Department of Public Safety, seconded by Mayor Pro Tem Post. **A vote was taken to approve the motion authorizing payment of Triple B Services, L.L.P., Pay Application No. 18 for work related to the Pine Chase & Glourie Paving, Drainage & Utilities Improvements Project in the amount of \$23,416.49 to be paid by the City of Hilshire Village and then reimbursed by the Texas Department of Public Safety. The vote passed unanimously.**

7.3 Council Member Davis made a motion to authorize the transfer of available funds from Task 10 and 10A (Material Testing) to tab 11A (Construction Observation) to cover additional construction observation due to contract time over-run, seconded by Mayor Pro Tem Post. Efrain stated because of the delays in weather they were over on construction observation but had extra funds in Material Testing. Mayor Whiting said the transfer would not affect the bottom line. **A vote was taken to approve the motion authorizing the transfer of available funds from Task 10 and 10A (Material Testing) to tab 11A (Construction Observation) to cover additional construction observation due to contract time over-run. The vote passed unanimously.**

7.4 Council Member Davis made a motion to discuss and approve City Drainage Easement Clean-up in Area 2 West of Ridgeley in the amount of \$19,206.00, seconded by Mayor Pro Tem Post. Mayor Whiting said this area is not as severe and it does not have as much debris or overgrowth in the area. She said the reason she had asked for a quote for this area was just to be pro-active. Council Member Davis did not feel this was any hazard by leaving this area alone but he was not opposed to the work being done. Council decided they would walk the area to see if the work needed to be done.

Bill Bristow stated he thought the ravine needed to be cleaned out to prevent flooding. **Mike Gordy** did not feel the area had any potential for flooding.

Council Member Gunn made a motion to table the motion to discuss and approve City Drainage Easement Clean-up in Area 2 West of Ridgeley in the amount of \$19,206.00, seconded by Mayor Pro Tem Post. **A vote was taken to approve the motion to table the motion to discuss and approve City Drainage Easement Clean-up in Area 2 West of Ridgeley in the amount of \$19,206.00. The vote was tied 2-2. Mayor Pro Tem Post and Council Member Gunn voted to table the motion and Council**

Member Castro and Davis voted against the motion to table. Mayor Whiting voted to table the motion. The motion passed 3-2 to table.

During the above conversation the recording equipment malfunctioned and the City Council took a brief recess.

The City Engineer was excused at this time.

7.5 Authorizing the Fire Commissioner to approve recommended adjusted VFD compensation structure. Mayor Whiting said the Fire Commissioners did not have a recommendation at this time. **No motion was made.**

The City Attorney was excused at this time

8. REPORTS TO COUNCIL:

8.1 Fire Commissioner: Mayor Whiting stated the Chief reported that he had advertised for a Fire Medic and he only received 6 applicants instead of the normal 40. After checking into the reason for this he found that Katy, Baytown and Sugarland were aggressively hiring and they were offering a better compensation package. After discussion with the Commission Chair and Commissioners it was decided to allow the compensation committee to look into the salaries and a study made to compare “apples to apples”. A workshop was held and refinements were made to the salary and benefits areas in order to be more competitive in hiring. These refinements were placed for action on the January 15th meeting, tabled and will be brought up again at the February meeting.

Visual comparisons show that while our SVFD firefighters get \$40,000.00 per year and EMT get \$42,600.00 per year other cities pay far better, especially for the Fire Medic. Katy and Baytown are both growing and expanding. We have lost a Fire Medic to Katy recently. The Department is discussing hiring a compensation consultant to be sure that SVFD is competitive. The goal is that the Village Fire Department needed to retain the talent they have and attract new people. Mayor Whiting said currently the Department has a budget surplus and the Commissioners wanted to use approximately \$15,000.00 (of a \$190,000.00 planned surplus) and use that for compensation.

Council Member Davis pointed out that Katy and Sugarland are growing very fast. He wondered if anyone had looked at the ratio of the area served and the number of firefighters to see if we have the correct ratio. The Mayor said that had been done and our ratios are not out of line. We do not need to add but rather replace firefighters we have lost.

Mayor Whiting said the vent hood in the fire station had been found to be the cause of some of the mold problems experienced and it has been replaced.

8.2 Building: City Secretary Blevins reported there were (17) permits and twenty-eight (28) inspections for the month. She said a red tag was issued in January to 1322 Ridgeley for not having the proper fencing and required items for new construction.

8.3 City Secretary: City Secretary Blevins answered questions in regard to the Complaint and Issues Log. She reported she had given Council an amended Consent Agenda. City Secretary Blevins reported she had attended an Election Seminar and a Legislative update in Dallas last week.

 **8.4 Treasurer's Report:** City Secretary Blevins stated she had given Council up-to- date financials for January.
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8.5 CLOSED EXECUTIVE SESSION: None

8.6 Mayor Whiting said no action would be taken regarding the Executive Session

9. REPORTS FROM COUNCIL: None

10. ACTION ITEMS:

10.1 CONSENT AGENDA: Council Member Davis made a motion to approve the disbursements presented to Council, the Minutes from the Regular Council Meeting of December 19, 2013, seconded by Mayor Pro Tem Post. **A vote was taken to approve the motion approving the disbursements presented to Council, the Minutes from Regular Council Meeting of December 19, 2013.**

10.2 Mayor Pro Tem Post made a motion to approve Kyle Sears as the City Representative for the Houston-Galveston Subsidence District, seconded by Council Member Castro. **A vote was taken to approve Kyle Sears as the City Representative for the Houston-Galveston Subsidence District. The vote passed unanimously.**

11. ADDITIONAL COUNCIL COMMENTS: None

12. ANNOUNCEMENTS: None

13. ADJOURNMENT: Mayor Pro Tem Post made a motion to adjourn, seconded by Council Member Davis. The meeting was adjourned at 8:31 PM.

Shannon Whiting, Mayor

ATTEST:

Susan Blevins, City Secretary